

Shelby County Fiscal Recovery Fund Committee Minutes

🏠 **Location:** Courthouse Court Room
📅 **Date:** 8/3/2021
🕒 **Time:** Following Fiscal Court

Present at the meeting: Magistrate Eades, Magistrate Miller, Treasurer Quijas, Finance Officer Bridgewaters, Magistrate Webb, Magistrate Metzger, EMA Spaulding, CJE Ison, Dep CJE Park

- Call to meeting to order, Danny Eades

Meeting Minutes - Additional Discussed items

1. Presentation of Expended & Obligated Funds log – Sherri Bridgewaters – **updated form presented, explanation of figures and interest. Will be updated as expenditures continue to be spent and interest accrued.**
2. Document provided to Committee to review: Updated US Treasury FAQ's sheet (as of 7/14/2021) from the US Treasury: **Updated questions only were provided to committee members for review. Treasurer Quijas stated there may be another set of FAQ's released.**
3. **Review of documents submitted:** - Sheila Quijas
Approval & Denial letters - County Attorney only had one suggestion and that was to add the wording, "because, based upon our interpretation of the State and Local Fiscal Recovery Funds guidelines, your request does not qualify"
Currently we have, 2 Denial Letters, 2 Approval letters, and one letter asking for additional information. **Committee accepted letters. Treasurer Quijas stated that the Committee may need a simple denial letter if request does qualify however, not approved. All committee members agreed to table issue, until Esq Lisby had a chance to review, and discussion will resume next meeting. Esq Eades stated that he wants court and committee to make the decisions & not assume approval simply due to regulations. Esq Miller questioned turn around time on approval or denial from Compass, can it be once they do initial review? Treasurer Quijas stated that would take place, on the items they manage.**

Merit Review Application Process: (flow chart) – **updated to include outside projects and the involvement of Compass Municipal Advisors – Treasurer Quijas suggested it be added to County Website, Esq Eades & Esq Miller agreed. This item will be tabled to allow Esq Lisby a chance to review the document. Esq Eades & Esq Miller both stated they would take a closer look at the flow chart and provide feedback at next meeting.**

Treasurer Quijas introduced a first draft of Acknowledgment Form. It has been sent to County Attorney for review and suggestions. This form may not be needed, depending on Compass Municipal Advisors involvement in project.
4. Presentation of NACo's response to questions Committee wanted submitted to Clearinghouse – Sheila Quijas: **Responses included that request must be a response to health crisis & reduction of revenue – could use revenue loss amount, for other projects such as CH Roof loan.**

Esq Miller stated there was a case where premium pay was paid to elected officials, but according to the Michigan constitution this was not allowed, not sure about the Kentucky constitution. CJE Ison said he will go on record that he doesn't agree with premium pay for elected officials. Esq Eades agreed, he does not feel like premium pay for elected officials should be pursued.

Esq Miller continued premium pay discussion, expressing the need to start some groundwork on paying essential workers compensation sooner than later. He requested each magistrate to comment on their thoughts and amounts they believe are suitable for county employees and submit at next meeting. Esq Miller's idea explored giving each county employee \$100 wk for each week worked through pandemic = \$5600, and then divide that by two payments, one being premium pay for pandemic work while the other half be reserved for incentive pay. Treasurer Quijas suggested for the committee to examine incentive/one-time payments versus the hourly option due to various pay ranges for all the county employees and consider the ease of payments & processing. Treasurer Quijas also asked that this request be submitted as all others, to follow the application process. Esq Eades mentioned that Deputy CJE Park was working with someone at KACO, attempting to figure out the best way to distribute premium pay & that the topic is an important one that will continue to be discussed until a final decision is made.

Treasurer Quijas added that election workers would qualify if they worked in person or regularly handled items by others. This question was recently answered by NACO.

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5. **Reminder Notification:** first required report to US Treasury due 8/31/2021 (Interim Report) – Treasury Portal still not available and no guidance or training provided on how to report via the portal. [Update provided by Treasurer Quijas.](#) Finance Office is working to gather information they believe will be requested on the first report until template is released/portal available.
6. **Presentation of received and reviewed applications**
 - 2021-05 – Shelby Co EMA – 125 Digital Alert Pagers, Total \$76,501.00 – [initial approval by Committee & forwarded to Compass Municipal Advisors for further review. If approved, Application Request will go directly to Fiscal Court for vote.](#)
 - 2021-06 – Shelby Co EMA – PPE: (20) Scott 4500 PSI Cylinders, (10) Fully encapsulating barrier suits, (2) Powered Air Purifying Respirators, Total \$43,945.94 – [approved by Committee, will go to Fiscal Court for vote on 8/17/21.](#)

[Discussed of Loss of Revenue reported and approved, we can use those funds for general operations outside of IFR guidance. Keep in mind to potentially use these funds for any items that the Treasury may deny and ask for reimbursement.](#)

Actions:

- Discuss Denial Letter wording for items that are eligible uses yet tabled by FRF Committee. – next meeting 8/17/21
- Discuss Application Process Flow Chart & determine ease of following each step before it's on County Website – next meeting 8/17/21